

**Secondary  
Apprenticeship Accountability  
and Data Reporting**

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**Florida's Workforce Education Initiative**

**FAMIS 2023**





# Agenda

- Overview
- Apprenticeship and Preapprenticeship Program Accountability
  - Statutory and Rule Language
  - Annual Apprenticeship Report
  - Pathways to Career Opportunities Program Annual Report
  - Accountability Measures
- Secondary Preapprenticeship Data Reporting
  - Apprenticeship Program Number Reporting
- Reporting Guidance

# Overview

- In 2019, Gov. DeSantis set a goal to make Florida the number one state in the nation for workforce education by the year 2030.
- More than \$5 billion total has already been dedicated to workforce education and the development of a skilled workforce.
- Apprenticeship and preapprenticeship programs are prioritized workforce training models that address the skilled-workforce shortage in any Florida industry.

# Overview

- Apprentice Florida campaign and initiative dedicated to expanding apprenticeship opportunities throughout the state.
  - Over \$40 million invested in the Pathways to Career Opportunities Grant (PCOG).
  - \$6.4 million set aside for apprenticeship and preapprenticeship programs in Florida's Space Coast.
  - \$9 million of continued investments to expand apprenticeship and preapprenticeship programs at 11 colleges across Florida through the Expansion of Registered Apprenticeship and Preapprenticeship (ERAP) grant.

# Overview

- Increased accountability and data reporting to measure registered apprenticeship and preapprenticeship program outcomes and successes.



# Apprenticeship Statutory & Rule Language





# §446.032 - General Duties of the Department for Apprenticeship Training

§446.032 General duties of the department for apprenticeship training.—The department shall:

- (1) Establish uniform minimum standards and policies governing apprenticeship and preapprenticeship programs and agreements which must require training providers to **submit data necessary to determine program performance consistent with state and federal law**. The standards and policies shall govern the terms and conditions of the apprentice's employment and training, including the quality training of the apprentice for, but not limited to, such matters as ratios of apprentices to journeyworkers, safety, related instruction and on-the-job training; but these standards and policies may not include rules, standards, or guidelines that require the use of apprentices and job trainees on state, county, or municipal contracts. The department shall adopt rules necessary to administer the standards and policies.

# §446.032 - General Duties of the Department for Apprenticeship Training

§446.032 General duties of the department for apprenticeship training.—The department shall:

- (2) By September 1 of each year, publish an annual report on apprenticeship and preapprenticeship programs. The report must be published on the department's website and, at a minimum, include all of the following:
  - (a) A list of registered apprenticeship and preapprenticeship programs, sorted by local educational agency, as defined in s. 1004.02(18), and apprenticeship sponsor, under s. 446.071.
  - (b) A detailed summary of each local educational agency's expenditure of funds for apprenticeship and preapprenticeship programs, including:
    1. The total amount of funds received for apprenticeship and preapprenticeship programs.
    2. The total amount of funds allocated by training provider, program, and occupation.
    3. The total amount of funds expended for administrative costs by training provider, program, and occupation.



# §446.032 - General Duties of the Department for Apprenticeship Training

4. The total amount of funds expended for instructional costs by training provider, program, and occupation.

(c) The number of apprentices and preapprentices per trade and occupation.

(d) The percentage of apprentices and preapprentices who complete their respective programs in the appropriate timeframe.

(e) Information and resources related to applications for new apprenticeship programs and technical assistance and requirements for potential applicants.

(f) Documentation of activities conducted by the department to promote apprenticeship and preapprenticeship programs through public engagement, community-based partnerships, and other initiatives and the outcomes of such activities and their impact on establishing or expanding apprenticeship and preapprenticeship programs.

(g) Retention and completion rates of participants disaggregated by training provider, program, and occupation.

(h) Wage progression of participants as demonstrated by starting, exit, and postapprenticeship wages at 1 and 5 years after participants exit the program.

# §1011.802 - Florida Pathways to Career Opportunities Grant Program

§1011.802 Florida Pathways to Career Opportunities Grant Program.—

(4) The department shall annually report on its website:

(a) The number of programs funded and represented throughout the state under this section.

(b) Retention, completion and employment rates, categorized by program and provider.

(c) Starting and ending salaries, as categorized by program and provider, for participants who complete the program.



# Rule 6A-23.011 Program Performance Standards

## 6A-23.011 Program Performance Standards.

(1) Every registered apprenticeship program must have at least one (1) registered apprentice, except for the following specified periods of time, which may not exceed one (1) year:

(a) Between the date when a program is registered and the date of registration for its first apprentice(s);  
or

(b) Between the date that a program graduates an apprentice and the date of registration for the next apprentice(s) in the program.

(2) The Department must evaluate performance of registered apprenticeship programs. The tools and factors to be used must include, but are not limited to, the following:

(a) Quality assurance assessments;

(b) Equal Employment Opportunity (EEO) Compliance Reviews;

(c) Retention rates. Completion rates and Wage progression metrics;

(d) Adherence to the approved program standards; and

(e) Compliance with rules relating to apprenticeship programs established in Chapter 6A-23, F.A.C.

# Rule 6A-23.011 Program Performance Standards

(3) Accountability Reporting for Registered Apprenticeship and Preapprenticeship Programs. The Department shall calculate and publish **retention rates, completion rates** and wage progression metrics annually for all registered apprenticeship and preapprenticeship programs based upon the registered sponsor, program and occupation.

(a) Retention rate will be calculated as the percentage of apprentices or preapprentices retained or completing a program by the end of fourth quarter after the initial quarter of enrollment in a registered apprenticeship or preapprenticeship program.

(b) Completion rate will be calculated as the percentage of apprentices or preapprentices completing the registered apprenticeship or preapprenticeship program within one (1) year after the expected program length identified in the program standards.

(c) Wage progression of participants will be calculated by registered program sponsor and occupation for the following periods: starting wage as identified in the current program standards, exit wage as identified by the wage scale for the last year in the current program standards, and post-apprenticeship completion wages calculated at one (1) and five (5) years after program exit based upon annual cohorts of program completers who are tracked using administrative records of employment and wages that are available to the Department.

Wage progression is not applicable to preapprentices



# Rule 6A-23.011 Program Performance Standards

(4) The Department must review a program's completion rates in comparison to the national average for completion rates. Based on the review, the Department must provide technical assistance to programs with completion rates lower than the national average.

(5) Cancellation of apprenticeship agreements during the probationary period will not have an adverse impact on a sponsor's completion rate.

Rulemaking Authority 446.032, 446.041(13) FS. Law Implemented 446.052 FS, History—New 3-29-11, Amended 6-25-19, 5-3-22. The rules relating to apprenticeship programs established in Chapter 6A-23, F.A.C.



# Preapprenticeship Accountability Measures





# Key Terms

- **Apprentice**
  - Any person at least 16 years of age who is engaged in learning a recognized skilled trade through actual work experience under the supervision of a journeyworker.
- **Preapprentice**
  - Any person 16 years of age registered in a preapprenticeship program with the department and receiving academic and technical instruction foundational for entry into a registered apprenticeship program.
- **Program Sponsor**
  - Any person, association, committee or organization that operates a registered apprenticeship program.
- **Apprenticeship Year**
  - July 1 – June 30
- **Cohorts**
  - July – September
  - October – December
  - January – March
  - April – June
- **Local Educational Agency (LEA)**
  - An LEA may be an FCS institution or school district.
- **Florida Education and Training Placement Information Program (FETPIP)**
  - Reporting system that provides follow-up data on former students and program participants who have graduated, exited or completed a public education or training program within the State of Florida.

# Key Terms Cont.

- **Office of Funding and Financial Reporting (OFFR)**
  - FDOE finance office that has two primary functions: (1) Calculation and distribution of funds provided through the Florida Education Finance Program (FEFP) and state categorical aid programs such as pupil transportation; and (2) Financial reporting of school districts.
- **Cost Report**
  - Section 1010.20, F.S. requires program cost accounting and reporting on a school-by-school basis. Cost Reports are official agency reported data that reflects direct and indirect costs associated with apprenticeship or preapprenticeship program.
- **Preapprenticeship Data Collection Template**
  - Completed by program sponsors containing start date, completion date, preapprenticeship program information, etc.
- **Registered Apprenticeship Partners Information Database System (RAPIDS)**
  - United State Department of Labor national data collection system for apprenticeship programs
  - Data entered by Apprenticeship Program Sponsors
- **Related Training & Instruction (RTI)**
  - Required classroom instruction hours
- **On-the-Job-Training (OJT)**
  - Required on-the-job training



# Retention Rates

- **Retention Rates**

- The percentage of apprentices or preapprentices retained or completing a program by the end of fourth quarter after the initial quarter of enrollment in a registered apprenticeship or preapprenticeship program.

- **Data Source:**

- Pre-Apprentices: Preapprentice Data Collection Template (New 2022-23)

- **Cohort:**

- Preapprentices who were active July 1 – June 30 of report year.
  - Ex: For the 2022-23 Annual Apprenticeship Report, the cohort is preapprentices who were active July 1, 2022 - June 30, 2023.

# Completion Rates

- **Completion Rates**
  - The percentage of apprentices or preapprentices completing the registered apprenticeship or preapprenticeship program within one (1) year after the expected program length identified in the program standards.
- **Data Source:**
  - Pre-Apprentices: Pre-apprentice Data Collection Template (New 2022-23)
- **Cohort:** Preapprentices who were active July 1 – June 30 of report year.
  - Ex: For the 22-23 Annual Apprenticeship Report, the cohort is preapprentices who were active July 1, 2021 - June 30, 2022.



# Preapprenticeship Data Reporting





# Preapprentice Data Collection Template

- New beginning in 2022-23.
- Completed by preapprenticeship program sponsor.
- Used to calculate completion and retention rates.
- Due July 14, 2023.

	A	B	C	D	E	F	G	H	I
1	Entry required for ALL preapprentices active at any time within the current preapprenticeship year: July 1, 2022-June 30,2023								
2									
	Preapprentice Number	First Name	Last Name	Middle Name	Suffix	Social Security Number	Date of Birth	Age At Start	Preappre Statu
3									
4									0
5									0
6									0
7									0
8									0
9									0
10									0
11									0
12									0
13									0

# Importance of Social Security Number for Progress Tracking

## 1008.386 Florida Student Identification

(1) When a student enrolls in a public school in this state, the district school board shall request that the student provide his or her social security number and shall indicate whether the student identification number assigned to the student is a social security number. A student satisfies this requirement by presenting his or her social security card or a copy of the card to a school enrollment official. However, a student is not required to provide his or her social security number as a condition for enrollment or graduation. The Commissioner of Education shall assist school districts with the assignment of student identification numbers to avoid duplication of any student identification number.

(2) The department shall establish a process for assigning a Florida student identification number to each student in the state, at which time a school district may not use social security numbers as student identification numbers in its management information systems.

## Florida Education Identifier Assignment

- The Department has procedures for the assignment of Florida Education Identifiers as specified in Rule 6A-1.00141, Florida Administrative Code (F.A.C.).

# Preapprenticeship Data Reporting

- Secondary CTE data reporting via [PK-12 Education Information Services \(EIS\)](#)
  - The [Secondary Career and Technical Education \(CTE\) Database Handbook](#) is for use by school districts offering guidance on reporting career and technical education student data during the year, but especially for Survey 5. It includes secondary CTE data elements, associated notes, reporting formats, edits, timelines and supporting appendices.
- Secondary CTE data reported to EIS is used to calculate
  - Preapprenticeship program enrollments
  - Preapprenticeship programs of enrollment
  - Preapprenticeship program sponsor

Apprenticeship  
Sponsor Code



# DE197289, Apprenticeship Sponsor Code

- WDIS & Secondary CTE
  - 2020-21 expanded to include PK-12 reporting of apprenticeship & preapprenticeship activity.
  - Added to Surveys 2 & 3 for Student Course Schedule reporting and Survey 5 for CTE Student Course Schedule reporting.

FLORIDA DEPARTMENT OF EDUCATION DOE INFORMATION DATABASE REQUIREMENTS VOLUME I: AUTOMATED STUDENT INFORMATION SYSTEM AUTOMATED STUDENT DATA ELEMENTS Year: 2021-22	
Data Element Number:	197289
Data Element Name:	Apprenticeship Sponsor Code
For all postsecondary and secondary students enrolled in a registered apprenticeship or pre-apprenticeship program in which the student is actively registered, record the six-digit numeric sponsor code listed in Appendix O.	
Code	Definition/Example
	Not applicable for this element
Length:	6
Data Type:	Alphanumeric
Year Implemented:	1819
State Standard:	No
Use Types:	
State Reporting:	Yes
Local Accountability:	Yes
FASTER:	No
Migrant Tracking:	No
Required Grades:	PK-12, Adult
Programs Required:	All Programs
Formats Required:	Career and Technical Education Student Course Schedule DB9 16x Student Course Schedule DB9 14x WDIS Career and Technical Education Student Course Schedule DB9 47x
Surveys Required:	
Survey F	Yes
Survey G	Yes
Survey S	Yes
Survey W	Yes
Survey X	Yes
Survey 2	Yes
Survey 3	Yes
Survey 5	Yes

# Appendix O & B: Apprenticeship Sponsor Code Fields

- Program Sponsor Code
- Registered Program Name
- Program Number (Florida Preapprenticeship)
- Occupation/Trade (Local Title)
- Program Length (Months for pre-appr programs)
- Program Type
- Program Sponsor of Preapprenticeship Program (*\*Applies to Preapprenticeship programs only*)
- FDOE/USDOL Program Code of Program Sponsor (*\*Applies to Preapprenticeship programs only*)
- FDOE Program Title
- Region
- Program Address
- Contact City
- Contact Zip Code
- County
- Pre-appr (Yes – High School or Youth)
- LEA Partnership
- Registration Date
- Program Status
- Cancelled Date
- Notes

New fields denoted in Red

# Secondary CTE Appendix O

APPENDIX O - APPRENTICESHIP SPONSOR CODES, 2022-23										
UPDATED 5/1/2023										
Program Sponsor Code	Registered Program Name	Program Number (USDOL or Florida)	Occupation/Trade	Program Length	Program Type	Program Sponsor of Preapprenticeship Program	FDOE/USDOL Program Code of Program Sponsor	FDOE Program/CIP Title	Region	Program Address
102044	Academy of Construction Technologies, Inc. Preapprenticeship	P-060	Bricklayer	22 months	Time-Based	A/C Contractors Association of Central FL GNJ	FL008910004	Pre-Apprenticeship APPR	5	P.O. Box 592744
102044	Academy of Construction Technologies, Inc. Preapprenticeship	P-060	Electrician	22 months	Time-Based	Central Florida Building Maintenance Apprenticeship, GNJ	FL005145192	Pre-Apprenticeship APPR	5	P.O. Box 592744
102044	Academy of Construction Technologies, Inc. Preapprenticeship	P-060	HVAC	22 months	Time-Based	Central Florida Electrical JATC	FL008660001	Pre-Apprenticeship APPR	5	P.O. Box 592744
102044	Academy of Construction Technologies, Inc. Preapprenticeship	P-060	Maintenance Repairer, Building	22 months	Time-Based	Florida Electric Apprenticeship & Training GNJ	FL008870020	Pre-Apprenticeship APPR	5	P.O. Box 592744
102044	Academy of Construction Technologies, Inc. Preapprenticeship	P-060	Plumber	22 months	Time-Based	iBuild Carpentry Apprenticeship Program, GNJ	2019-FL-73592	Pre-Apprenticeship APPR	5	P.O. Box 592744
102044	Academy of Construction Technologies, Inc. Preapprenticeship	P-060	Carpenter	22 months	Time-Based	Masonry Association of Florida	FL009050001	Pre-Apprenticeship APPR	5	P.O. Box 592744
102094	Flagler County Community Program Preapprenticeship	P-032	Electrician	12 months	Time-Based	Flagler County Community Apprenticeship Program GNJ	FL008880010	Pre-Apprenticeship APPR	3	Flagler Palm Coast 5500 East Highway



# Preapprenticeship Program Number Reporting



# High School Apprenticeship Framework

2022 - 2023

## Florida Department of Education Curriculum Framework

**Program Title:** High School Apprenticeship  
**Program Type:** Career Preparatory  
**Career Cluster:** Any Cluster within an Apprenticeable Occupation

### Secondary – Career Preparatory

Program Number	8000300
CIP Number	0891010003
Grade Level	10 – 12
Standard Length	3 credits
Teacher Certification	Refer to the <b>Program Structure</b> section.
CTSO	Program Specific
SOC Codes (all applicable)	Discipline Specific
CTE Program Resources	<a href="http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stml">http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stml</a>
Eligibility	Minimum 16 Years of Age, Registered in a Registered Apprenticeship Program (section 446.011-092 F.S.)



# High School Apprenticeship Framework

Course Number	Course Title	Teacher Certification	Length	SOC Code	Level	Graduation Requirement
8000310	Apprenticeship 1	ANY CAREER AND TECHNICAL EDUCATION FIELD OR COVERAGE	1 credit	Occupation Specific	2	PA
8000320	Apprenticeship 2		1 credit	Occupation Specific	2	PA
8000330	Apprenticeship 3		1 credit	Occupation Specific	2	PA

<https://www.fldoe.org/academics/career-adult-edu/career-tech-edu/curriculum-frameworks/2022-23-frameworks/>  
Additional CTE Program/Courses

# High School Preapprenticeship Framework

2022 - 2023

Florida Department of Education  
Curriculum Framework

**Program Title:** High School Pre-Apprenticeship  
**Program Type:** Career Preparatory  
**Career Cluster:** Any Cluster within an Apprenticable Occupation

**Secondary – Career Preparatory**

Program Number	8000200
CIP Number	0891010002
Grade Level	9 – 12
Standard Length	4 credits
Teacher Certification	Refer to the <b>Program Structure</b> section.
CTSO	Program Specific
SOC Codes (all applicable)	Discipline Specific
CTE Program Resources	<a href="http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stml">http://www.fldoe.org/academics/career-adult-edu/career-tech-edu/program-resources.stml</a>
Eligibility	Minimum 16 Years of Age, Registered in a Registered Pre-Apprenticeship Program (section 446.021 F.S.)



# High School Preapprenticeship Framework

Course Number	Course Title	Teacher Certification	Length	SOC Code	Level	Graduation Requirement
8000110	Pre-Apprenticeship 1	ANY CAREER AND TECHNICAL EDUCATION FIELD OR COVERAGE	1 credit	Occupation Specific	2	PA
8000120	Pre-Apprenticeship 2		1 credit	Occupation Specific	2	PA
8000130	Pre-Apprenticeship 3		1 credit	Occupation Specific	2	PA
8000140	Pre-Apprenticeship 4		1 credit	Occupation Specific	2	PA

[https://www.fldoe.org/academics/career-adult-edu/career-tech-edu/curriculum-frameworks/2022-23-frameworks/Additional CTE Program/Courses](https://www.fldoe.org/academics/career-adult-edu/career-tech-edu/curriculum-frameworks/2022-23-frameworks/Additional%20CTE%20Program/Courses)

# Secondary Preapprenticeship Reporting

- Secondary preapprenticeship programs do not have a required program number and course number for reporting.
- Districts may use the program number provided in the Preapprenticeship Frameworks (8000200) or a program number of agency choice.
- Selected program number is also listed in your preapprenticeship program standards.



# Secondary CTE Appendix O

- Please adhere to the Secondary CTE Appendix O and not WDIS Appendix O.
- No program numbers are provided in the Secondary CTE Appendix O due to the guidance/policy of agency choice.
- Secondary apprentices cannot be reported with program number E92010R. There is no such thing as dual enrollment in preapprenticeship or apprenticeship programs.



# Secondary Preapprenticeship Data Reporting Guidance





# Secondary Data Reporting Guidance

- Establish and maintain a working relationship with your preapprenticeship program sponsors, if not your agency.
  - The data that the sponsor submits on the Preapprenticeship Data Collection Template is used to demonstrate program outcomes.
- If a student is enrolled in any apprenticeship or preapprenticeship course, there must be an associated apprenticeship sponsor code reported along with the course number
- Speak with respective agency CTE Director to learn of all preapprenticeship programs offered within agency high schools, including those that use a non-apprenticeship course number delivery method.
- Report all preapprenticeship activity.



# Contact Information





# Key Contacts

- **Reporting Requirements and Data Elements**

- Dr. Brittany C. Ross, Director, Research & Evaluation, (850)245-9005, [Brittany.Ross@fldoe.org](mailto:Brittany.Ross@fldoe.org)
- Jessi Maddox, Educational Policy Analyst (CTE Specialist), (850)245-9463, [Jessica.Maddox@fldoe.org](mailto:Jessica.Maddox@fldoe.org)
- Merve Pamuk, Program Specialist IV, (850)245-0720, [Merve.Pamuk@fldoe.org](mailto:Merve.Pamuk@fldoe.org)

- **Apprenticeship Team – Programmatic Questions**

- Kathryn Wheeler, Director, (850)245-9038, [Kathryn.Wheeler@fldoe.org](mailto:Kathryn.Wheeler@fldoe.org)

- **Data Reporting and Submissions Issues**

- PK-12 Education Information Services – (850)245-0400, [askeias@fldoe.org](mailto:askeias@fldoe.org)



# GET THERE

Florida's Workforce Education Initiative

